



## State of New Jersey

DEPARTMENT OF CHILDREN AND FAMILIES

P. O. Box 717

TRENTON, NEW JERSEY 08625-0717

CHRIS CHRISTIE  
*Governor*

KIM GUADAGNO  
*Lt. Governor*

ALLISON BLAKE, Ph.D., L.S.W.  
*Commissioner*

**December 17, 2012**

**Opportunities are subject to current promotional and hiring restrictions.**

**STATE-WIDE**

**JOB OPPORTUNITY #224-12**

**POSITION: ASSISTANT SUPERVISOR OF EDUCATIONAL PROGRAMS 1 (UNCLASSIFIED)**

**LOCATION: Department of Children and Families (DCF)  
Office of Education  
DCF Regional School-Cherry Hill Campus  
210 Evesham Road  
Cherry Hill, NJ 08003**

**SALARY: (R27) \$65,890.76 - \$93,819.11**

**DEFINITION:** Under the direction of a supervisory official in a state department, institution, or agency assists in administering the total education program in institutions or agencies where the staff numbers ten (10) or more education personnel; does related work as required.

**REQUIREMENTS:** Possession of a valid standard New Jersey Supervisor or Principal Certificate issued by the New Jersey Department of Education. Certificates of Eligibility CANNOT be accepted.

**SPECIAL NOTE:** Must be able to physically lift, move and position students as needed.

**RESIDENCY LAW:** Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey. New Jersey State employees hired prior to September 1, 2011 who transfer from within the Executive Branch or from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

**LICENSE:** Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

NOTE: APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY PROMOTIONS ARE MADE.

**RESUME SUBMITTAL:** Interested employees possessing the requirements listed should forward cover letter, current resume and copies of appropriate educational certificates to:

**Wanda Villanueva, Manager 1 Human Resources  
Department of Children and Families (DCF)  
Office of Human Resources  
P.O. Box 717  
Trenton, New Jersey 08625**

Email: [Katrina.Bethke@dcf.state.nj.us](mailto:Katrina.Bethke@dcf.state.nj.us)

**No later than close of business December 31, 2012.**

New Jersey Is An Equal Opportunity Employer